

REPORTS INVENTORY				CONTROL NO.	
PREPARE IN DUPLICATE				DDS/OP/BSB-	
1. TITLE OF REPORT (if a fill-in report include Form No.) SAC CIVIL SERVICE COMMISSION ANNUAL REPORT				2. TYPE <input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL	TRAINING	ADMIN. GENERAL	
		LOGISTICS	SECURITY	OTHER (specify)	
		MEDICAL	FINANCE		
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.) Annually		6. DISTRIBUTION (No. of components not number of copies) 4	
7. FORMAT (memorandum, form computer print-out, etc.) Memorandum		8. ADP PROCESSING <input checked="" type="checkbox"/> YES <input type="checkbox"/> IF YES GIVE ADP PROCESSING NO.		9. DIRECTIVE AUTHORITY REQUIRING REPORT Civil Service Commission	
10. PREPARING COMPONENT (include lowest level contributing information to report) SAC Staff		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) NA			
12. COST FACTORS					
A. MANUAL PREPARATION AND REVIEW COSTS					
GRADE	HOURLY RATE	X HOURS PER REPORT	= COST PER REPORT	X TIMES PREPARED	= COST PER YEAR
GS-13/10	\$10.48	3	\$31.44	1	\$31.44
GS-08/2	\$ 4.45	3	\$13.35	1	\$13.35
B. COSTS OF COMPUTER PRODUCED REPORTS					
TOTAL COSTS PER YEAR \$44.79					
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This fiscal year report is required by the Civil Service Commission. CSC combines such data from all government agencies to reflect to the President and the Congress the total results of government-wide incentive awards efforts. So that undue attention will not be drawn to our performance records, the CSC merges our statistics under an "all other" category so that CIA is not listed individually. Report started by CSC in 1955.					
14. FUTURE GOALS					
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE				ESTIMATED SAVINGS MAN-HOURS DOLLARS AT	
15. DATE OF INVENTORY 8 October 1970					